576


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## PART II

### Notifications by Govt. of India, Resident, Chief Court, &c.

#### FINANCIAL DEPARTMENT

*Circular No.* 283—*L. F., dated 1st September* 1904.

*To—The Presidents, District Boards.*

It having been observed in the course of audit, that bills received with the District Funds Accounts in support of charges under VIII Public Works "Original and Repairs" do not show list of sanctions and amount of estimate to which the bills refer for facility of audit, the Officiating Comptroller has the honor to request that the Presidents will see that each bill invariably bears an endorsement in red ink in the form noted below:—

"Sanctioned in the list of works for _____

Estimate passed for _____

Name of work _____

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*Circular No.* 2054—*T. A.* 42, *dated 2nd September* 1904.

*To—The Heads of Departments and Deputy Commissioners of Districts.*

It is observed that, with but few exceptions, little or no notice is taken of the certificates, printed on Travelling Allowance Bills, such of them as have no connection whatever with the claim made in the bill being unnecessarily retained, thus leading this office to doubt whether those that are necessary for determining the rates at which mileage, daily allowance, or railway fare is admissible to the Officer, have been retained intentionally or through inadvertence. The undersigned, therefore, requests that in future the certificates that are not required may be scored out and *each* of the certificates retained attested with the initials of the Officer signing the bill.

In cases in which Travelling Allowance is claimed for a halt on the first or the last day of the month the date on which the halt commenced in the preceding month or that on which it ended in the succeeding month, as the case may be, should invariably be noted on the bill. Bills in which these instructions are not observed will be returned unaudited.

H. EAGLES, *Offg. Comptroller.*